

~~SECRET~~

Employee Suggestion - [REDACTED] No. 118

25X1A9a

A. Information about the Suggestor:

25X1A9a

[REDACTED], GS-9, Intelligence Officer, DD/P-NS 3

B. Summary of the Suggestion:

A revised Disbursement Voucher for Class B Station Accounting.

C. Proposed Method:

A check-list of certifications in lieu of receipts being incorporated into a proposed form which would save time in preparation and insure inclusion of all the details required by Audit Branch.

D. Evaluation:

The Comptroller states that the proposed Voucher Form is identical, with the exception of minor details, to a form included in the recently completed Field Finance Manual. The form is not considered to be of such a nature as to warrant substitution of the proposed Voucher for the one already prescribed by the Manual.

E. Note:

Rejection of this suggestion appears to be indicated for the reason stated above. A commendatory letter seems warranted in view of the constructive thinking and the initiative shown by the suggestor.

~~Security Information~~